



## PETRINI PLACE NEWSLETTER - February 2019

**Next Board Meeting** MONDAY, APRIL 22, 2019 at 6:30 PM in the Lobby Meeting Room

### **This Month's Focus: PROPERTY SAFETY**

A greater sense of security is one of the benefits of being a gated community here in NOPA. Although we have an on-site property manager and night security, it's up to us to maintain good safety practices to support their efforts.

Please take a minute to review these tips:

1. *Never let anyone through a locked door unless you know them, or they show their key fob.*
2. *Don't "buzz in" delivery people – meet them at the front entry, as they can inadvertently let others in.*
3. *When exiting a garage, wait outside the gate until it fully closes before driving away.*
4. *Don't prop exit doors open for contractors or movers. All repeated entries must use a key or a key fob.*
5. *Remind guests who leave the property unescorted, not to let others in as they exit.*

### **EV – Electric Vehicle Charging Feasibility**

The electrical infrastructure of our three parking garages was not originally designed to accommodate Electric Vehicle charging. We researched a program offered by PG&E. They require at least 10 adjoining EV parking spaces with widths wider than our existing spaces. Since our parking is deeded to each unit, spaces would need to be swapped to consolidate at one location and some spaces would be lost to create 10 larger spaces (to satisfy ADA requirements). This is not feasible.

The second option is to install additional electric infrastructure (cabling and electrical outlets) to specific spots where each deeded owner could then install their own charger. The cost to install this basic infrastructure is prohibitively expensive and would need to be shared among multiple owners. To date there isn't a critical mass of property owners interested in subsidizing this infrastructure. This option would also require the association to perform "electrical load" studies to see if our existing electrical wiring has the capacity to support multiple charging stations.

Until there is a greater interest in EV charging, we'll put this project on hold. In the meantime, please see the property manager should you have any specific EV charging questions or concerns.

### **Annual Budget**

Our property operating and reserve budget is directly funded by your HOA fees. Overall, spending for 2018 was generally in line with our projections except for our utilities: water, gas (to make hot water), sewer and trash. The rates for these services continue to increase which directly increases your HOA fees. You can help keep fees as low as possible by:

1. *Continuing to sort your trash into the BLACK, BLUE, GREEN and ORANGE BINS (see new posters around property)*
2. *Continuing to break down large cardboard boxes and place in B-Level Garage GREY BIN (not the BLUE BINS)*
3. *Conserving hot and cold water (repair leaks, use low-flow faucets and shower heads, take shorter showers)*

### **Milgard Window Replacements**

We anticipate all "original unit owners" to have replacements completed by March 2, 2019. All other replacements will continue after that date as soon as replacement units are available, and contractors can be scheduled.

### **Association Earthquake Insurance**

Petrini Place HOA has no Earthquake Insurance Policy for our property (it is not required). We are currently studying the feasibility of adding this coverage by obtaining quotes and understanding our specific property needs. Adding this coverage would require an increase in HOA fees and would only cover the common areas and buildings, not your own unit and its contents. (You can obtain coverage for your unit and contents through your own insurance carrier if you don't yet have it)

We will soon email a survey to owners with questions regarding this type of coverage. Your response is appreciated.



## PETRINI PLACE NEWSLETTER - July 2019

**Next Board Meeting:** TUESDAY, OCTOBER 8, 2019 at 6:30 PM in the Lobby Meeting Room  
**Note – this will also be the Annual Meeting of the HOA**

### Be Vigilant and Keep Our Property Safe

Having a large property bordered by four streets, with three garage doors and seven key-fobbed street entries is challenging for our security. This past month we experienced two bike thefts, attempted package thefts and still deal with homeless encampments in parts of the property we share with the commercial spaces. We are adding more security cameras and will continue to quickly resolve problems as they occur.

But nothing is more effective than Petrini residents observing unusual activity, being proactive in reporting problems and ensuring that only fellow residents enter our property alone or unattended.

### ***Immediately Report:***

Broken locks and door handles, nonworking key fobs (on doors and elevators), any trash on our property or near our entries, entry doors ajar or propped open (please close), tagging (graffiti) and any suspicious activities.

If there is an immediate danger call the police. But regardless, please always inform our property manager Jeff.

### ***Package Pickup:***

If you are expecting a package, please retrieve it promptly as our storage space is very limited.

If you see packages left outside, please help bring them inside the secure lobby area when you can.

Do not share the package room code with anyone who is not a resident. As of 7/15/2019 the new code is 1414

### ***Limit Entry Only to Residents:***

**Entry doors** - If someone tries to enter the door behind you, ALWAYS ask to see their key fob. If they don't have one, instruct them to use the front door keypad to dial the unit they're visiting (including food delivery people).

**Garage doors** - When entering or leaving, wait in view of the doors until they fully close behind you.

**It is imperative that we do not let strangers into the gated areas of our complex!**

*And to owners who rent, please make sure your renters are aware of each of these protocols.*

### **Non-Smoking Policy**

Smoking "of any kind" is strictly prohibited throughout COMMON AREAS of our property. COMMON AREAS include parking garages, front-loading area, courtyard, hallways, entry foyer, gym and the common room.

Your unit's BALCONY or PATIO is considered a restricted-use, COMMON AREA in which smoking IS prohibited.

The only permissible location to smoke on the property is within your own unit. If you rent your unit, you can prohibit smoking in your unit only if you have a statement prohibiting it in your signed lease.

## **Dog Policy**

All dogs residing on our property must be registered with our property manager Jeff Kremsdorf. Email him at [jeff@petriniplace.com](mailto:jeff@petriniplace.com). And, any dog present in a COMMON AREA must be on a leash (held in your hand) and under control of the owner or dogwalker at all times – no exceptions. COMMON AREAS are not to be used for dogs to relieve themselves (even if the owner intends to clean up the waste). Violations are subject to fines.

## **Update: Milgard Window Replacements**

This project is nearing completion. If you have unaddressed problems or have noticed any new problems with your unit's windows, please notify our property manager Jeff so he may inspect them. Possible problems include water leaks, cracked glass or frames and foggy or discolored glass.

## **Update: Earthquake Insurance: Engineering Assessment Underway**

At the April HOA meeting, the board approved an engineering assessment to better understand the potential for property damage from a sizeable earthquake. The assessment is currently in progress. The board continues to encourage owners to obtain their own personal unit earthquake insurance. To do so, please contact your insurance agent or visit [www.earthquakeauthority.com](http://www.earthquakeauthority.com).

## **Moving In or Out?**

You **must** notify the property manager in advance of any move, so that we can coordinate with other activities and ensure the safety and cleanliness of the property.

If you do not notify, there will be a CHARGE OF \$250 if a mover, owner or renter begins a move in/out without notification.

*To owners who are renting:* if your tenant's lease is coming to an end, always send them a reminder of these procedures, otherwise any charges or violations will become your responsibility.

## **Did you know we have a Yahoo Group?**

“The Village at Petrini Place H.O.A.” is a private Yahoo Group that all residents are welcome to join. If you are interested in being added to the group, send an email to: [thevillagesf-subscribe@yahoogroups.com](mailto:thevillagesf-subscribe@yahoogroups.com)

You will receive a confirmation email asking you if you want to continue to become a member. Click on the link provided to verify your intention. The moderator will then add you to the list of subscribers.

*Note: this group is not monitored for security or maintenance issues but is for general community discussion only. Participation is optional. It is not an official website for HOA notices, inquires or communications.*

For security or maintenance issues always contact our property manager.

If you have any issues specifically for the board to address, you can email them to [boardmember@petriniplace.com](mailto:boardmember@petriniplace.com) or attend the HOA meetings and discuss them during the open session.

## **Want to Join the Board?**

Board members are nominated annually and serve for a one-year term. If you have an interest or experience that would benefit our community, being a member of the board is a great way to participate. If you would like to be on the ballot – please email Colin Lynch at [clynch@bwpm.com](mailto:clynch@bwpm.com) before August 15, 2019.



## PETRINI PLACE NEWSLETTER - Oct 2019

### Next Board Meeting: **October 29, 2019 at 6:30 PM in the Lobby Meeting Room**

The October 8<sup>th</sup> Annual Board Meeting was not held due to the lack of quorum (not enough ballots were received) and will be reconvened on the above date.

### 2020 Budget and HOA Fee Increases

The 2020 operating budget for our association is now being finalized. We are anticipating an average per unit increase in HOA fees of 6%. The increase is mainly due to increasing utility costs (gas for hot water, water, sewage, electricity and trash). How can you help to keep these costs down?

#### Water:

- Repair leaking faucets, running toilets and use low flow shower heads and faucets
- Reduce use with shorter showers, use a dishwasher over hand washing and do fewer, fuller laundry loads

#### Trash:

- Continue to separate trash between LANDFILL, RECYCLE, FOOD WASTE and BATTERIES/HAZARDOUS
- For RECYCLABLEs – you MUST break down boxes before putting in Blue Bins to reduce Blue Bin usage

### Update: Petrini Place Earthquake Insurance

This summer the board received the PML (Probably Maximum Loss) Engineering report. The report was commissioned to identify defects and potential improvements with our buildings to mitigate earthquake damage. Overall, the results were in line with similarly constructed properties. It also contained recommendations for repair and upgrades to our buildings to better withstand a major earthquake. The board is in the process of evaluating each recommendation with respect to costs and potential effectiveness.

The board also received new earthquake insurance proposals. Given the considerably high cost of the premiums and what would result in larger than acceptable increases in HOA fees, the board is not pursuing earthquake insurance for our property this year. We will continue to annually evaluate premium costs.

The board continues to encourage owners to obtain their own personal unit earthquake insurance. Coverage such as Loss Assessment should be considered in order to help cover your costs in the event of HOA assessments due to common property damage. Please contact your insurance agent or visit [www.earthquakeauthority.com](http://www.earthquakeauthority.com).

### Update: Petrini Place Shingle Replacement

Over the past few months the Fulton side of our property has had its wood shingled siding replaced. The replacement of the south façade of D Building is currently underway. This should be finished by November.

### Windows

As always, if you notice any problems with your unit's windows, please notify our property manager Jeff so he may inspect them. Possible problems include water leaks, cracked glass or frames and foggy or discolored glass.

If your windows stick or have difficulty opening you can purchase spray silicone lubricant at hardware stores. It should be sprayed on a rag and the rag used to wipe the tracks to reduce friction. Note too, that if your screens are old and have tears, the screen material can be easily and quickly replaced.

## **Reminder: Property Safety**

Always ask to see key fobs from unfamiliar people entering doors behind you. If no key fob – instruct them to use the front door keypad to dial the unit they’re visiting (including food delivery people).

## **Reminder: Holiday Season Package Pickup**

As the holidays approach, the volume of packages to be delivered will increase substantially. Please always retrieve your packages as promptly as possible as our storage space is very limited. If you see packages left outside the lobby (secure area), it is always appreciated if you help bring them inside if the property manager or maintenance is not around.

## **Reminder: Fire Alarms and Evacuation - SAFETY IS THE TOP PRIORITY**

When you hear the fire alarm and/or see the alarm strobe lights:

1. Check outside your front door to see if it is safe to exit.
2. If safe, evacuate your unit immediately including children and pets.
3. Do not use elevators during an alarm.
4. Move to a safe distance away from the complex.

Firefighters will arrive, inspect the alarm panel and alarm location. They will let everyone know if and when it is safe to return to your home.

Although we have been fortunate that most alarms are “false”, for the safety of all residents and firefighters, please evacuate during an alarm.

## **Questions or Concerns about our Property?**

*For general community discussion:*

“The Village at Petrini Place H.O.A.” is the optional and private Yahoo Group that all residents are welcome to join (the Board does not monitor it). To join, email to: [thevillagesf-subscribe@yahoogroups.com](mailto:thevillagesf-subscribe@yahoogroups.com)

*For maintenance or security issues:*

Contact our property manager, Jeff during business hours or night security after hours.

*For issues specifically for the board to address:*

Email [boardmember@petriniplace.com](mailto:boardmember@petriniplace.com) or attend the HOA meetings and discuss them during the open session.

*We are also in the process of updating the Petrini Place website that will contain useful resources.*